

**Memorandum of the Meeting
Twenty-Seventh Town Council
Regular Study Session
Monday, March 19, 2012**

The Highland Town Council met in its standing regular study session on Monday, March 19, 2012 at 7:10o'clock p.m. in the regular place, the plenary meeting chambers of the Highland Municipal Building.

Silent Roll Call: Councilors Bernie Zemen; Mark Herak; Dan Vassar; and Konnie Kuiper were all present. Councilor Brian Novak was absent owing to being called to work unexpectedly. A quorum was established.

The Clerk-Treasurer, Michael W. Griffin, was present to memorialize the meeting.

Also present: Ed Dabrowski, IT Director (Contract); was also present.

General Substance of Matters Discussed

1. The Town Council discussed the draft enactment dealing with the necessity of Town Council approval in order for paid overtime to be paid to exempt salaried employees. It was noted that rather than enact a significant change of policy, the enactment would only apply to the Metropolitan Police Department, waiving some ordinance provisions to permit paid overtime for exempt salaried personnel, allowing the Town Council President to sign off, with this effective advance approval expiring in December 31, 2012.

The Clerk-Treasurer explained the policy merits of the Town Council maintaining oversight, particularly in the absence of an operations director or Town Manager. The enactment would allow the department presently tendering the greatest number of exempt salaried overtime requests to explore the impact of changing the current oversight policy without actually repealing the oversight provisions. The enactment's provisions would expire December 31, 2012. At that time, the Town Council may review the policy more fully.

2. The Town Council discussed a report regarding a sign on display near the intersection of Grand Boulevard and Kennedy that seems not fully affixed particularly in windy conditions. It was suggested that the Building Commissioner follow-up on the matter.
3. The Town Council also discussed an aesthetic concern regarding the accumulation of leaves in the landscaping around the Town Hall. It was suggested that the Town Council President follow-up with the Public Works Director regarding the matter.

The informal discussion included an added concern regarding the current appearance of the utility bills drop box also located on the Town Hall campus. It was suggested that its paint was faded and the decals were in poor condition. It was further suggested that this be communicated to the Public Works Director as well.

The informal discussion additionally included a review of the Highland Community Foundation's initiative to develop the southeast corner of 45th Avenue and Fifth Street, into a small park, financed by a grant from BP Amoco. It was suggested that perhaps the park could be named to commemorate a popular high school student

who was killed in an auto accident at that site. It was noted that some in the Parks and Recreation Department had policy reservations regarding such an approach.

The informal discussion additionally included recognition that the commemorative plaque that was stolen from the stone marker, memorializing the officials and volunteers associated with the steel bridge, located on the Town's Bike path, near the High School Football Field, was not yet replaced. It was suggested that the Park Board Liaison communicate that desire of the Council that the plaque be replaced.

4. The Town Council discussed the Sidewalk Replacement Program of the Town. The discussion noted its general operation, which was that upon contact, the Town would generate an estimate for the cost of replacement based upon the unit price from the materials and supply bid contract in force at the time. It was further noted that the resident could pay that fee or engage a separate contractor. The Town would remove the sidewalk.

The discussion explored whether the program had a policy dealing with a citizen who wished to change sidewalk that was not in need of repair but for other reasons wished to replace or repair the sidewalk. It was noted that a resident approached a Town Councilor regarding a sidewalk incline, that owing to a pending installation of an irrigation system, then resident was counseled by his contractor that the current sidewalk would allow accumulation of water from the irrigation system.

5. The IT Director (contract) explained that the T-1 line service contract provided by AT&T has expired and that in the absence of action to renew, the price for the service increased manifold. The IT Director indicated that AT&T proposed a 2year, and a 5 year renewal, with the five year renewal allowing the T-1 prices to remain at the level of the expired contract. The IT Director suggested that even with the increase in monthly cost from the expired contract price, he recommended that the Town Council only renew for two years. He noted that he would that the Town eventually move from the T-1 to employing the Internet for its communication of voice, data and fax. He transmitted by email the proposals for the review of the Town Council and the Clerk-Treasurer.
6. The Town Council discussed the pending renewal of the solid waste scavenger contract, and noted that the Board of Sanitary Commissioners will act to extend the existing contract. It was further noted that at the end that extension, the Board will be considering measures to lower the cost associated with the service of curbside collection. It was noted that this may include a solid waste contractor providing uniform collector bins for both recycling and trash, as well as whether there will continue to be alley collection.

There being no further business to discuss, the regular study session of Monday, March 19, 2012 was adjourned at 8:10 O'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA
Clerk-Treasurer